



**Department of Energy**  
Washington, DC 20585

**MAY 03 2019**

Beryl Lipton  
MuckRock News  
DEPT MR 70809  
411A Highland Ave.  
Somerville, MA 02144

Via email: 70809-15694087@requests.muckrock.com

Re: HQ-2019-00676-F

Dear Ms. Lipton,

This is an interim response to the request for information that you sent to the Department of Energy (DOE) under the Freedom of Information Act (FOIA), 5 U.S.C. § 552. You requested:

The following materials related to the funding, staffing, and activities of this FOIA office:

- Budget materials
  - For the years 2017, 2018, and 2019, all budget materials or plans applicable to offices responsible for processing and response to FOIA requests and appeals submitted to this bureau and its offices.
- Staffing orders/reports/contacts
  - For the years 2017 and 2018, staffing reports and plans, including the count of employee numbers and for offices responsible for processing and responses to FOIA requests and appeals submitted to this bureau and its offices.
    - If this report is available in a form that includes the total number of hours worked for FOIA personnel, that version would be preferred.
    - If reports are available for each month, that version is preferred.
  - All staffing reports and plans for the year 2019
    - If reports are available for each month, such a version is preferred.
  - Contact information, including email addresses and phone numbers (if available), for each FOIA Officer currently tasked with an open public records request.
- FOIA requester categories



- For the years 2017 and 2018, the designated category of each requester of a FOIA request to this office, including those assigned to the following categories:
    - commercial;
    - educational and noncommercial scientific institutions;
    - representative of news media requester;
    - all other requesters
    - If this information is kept in an aggregate form including the number of requesters by fee category by year, a copy of this report will suffice to fulfill this element of the request.
- FOIA Fee Waivers
  - For the years 2017 and 2018, the number of fee waivers granted by this office and, if available, the tracking numbers for the FOIA requests to which waivers were granted
- FOIA Fee Collection
  - For the years 2017 and 2018, any report capturing the following information:
    - total estimated processing and copy fees quoted to FOIA requesters
    - total processing and copy fees collected by this Bureau from each fee category
  - If this information is kept in an aggregate form, such as a FOIA log, that material would be sufficient to satisfy the bullet points “FOIA requester categories” and “FOIA fee collection” if it captures the following information:
    - FOIA tracking number
    - Requester fee category
    - Amount processing and copy fees associated with the request
    - The status of the requester’s payment for the request

For purposes of assessment of any fees, you have been categorized under the DOE regulation that implements the FOIA at Title 10, Code of Federal Regulations (CFR), Section 1004.9(b)(3), as a “news media” requester. Requesters in this category are charged fees for duplication only and are provided 100 pages at no cost. At this time, fees for the request are not expected to exceed \$15.00, the minimum amount at which DOE assesses fees. If fees are expected to exceed \$15.00, we will contact you regarding a fee agreement.

You may contact DOE’s FOIA Public Liaison, Alexander Morris, FOIA Officer, Office of Public Information, at 202-586-5955, or by mail at MA-46/Forrestal Building 1000 Independence Avenue, S.W., Washington, D.C. 20585, for any further assistance and to discuss any aspect of your request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration,

8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or facsimile at 202-741-5769.

Please refer to the above referenced number in any communications about the request. If you have any questions about the processing of this request or this correspondence, you may contact Mr. Jeff Crile in this office at MA-46/Forrestal Building, 1000 Independence Avenue, S.W., Washington, D.C. 20585, or at 202-586-6097.

I appreciate the opportunity to assist you with this matter.

Sincerely,



Alexander C. Morris  
FOIA Officer  
Office of Public Information